

minutes of meeting held on: 10 September 2012

LEITHACADEMY SCHOOL COUNCIL

MINUTES OF MEETING HELD ON 10 SEPTEMBER 2012

Present: Diane Anderson - Co-chair (DMA), Christine Wallis - Co-chair (CW), Jack Simpson (JMS), Sheila Ralston (SR), Roslyn Gaunt (GB) Grazyna Blachowicz (GB), Adam McVey (Cllr), Cindy O'Neill (CO), Ann Monaghan (AM), Maire Johnston (MJ), Jackie Beer (JB), Gordon Monro (Cllr), Nick Gardner (Cllr)

Apologies:Bridget Linton (BL), Angela Mercer (AM)

1. Welcome and Introduction

CW opened meeting and welcomed new parents. Group introductions followed.

Agenda

1. Minutes of Previous Meeting

CW circulated and highlighted changes to the Constitution. CW to amend point 9 to 5/6 times per year. Representation across all year groups was confirmed and the Constitution was finalised and agreed.

1. Headteacher's Update

a) **Exam results** - JMS delivered an analysis of this years exam results. Over the last five years LA has improved attainment.

b) **Staffing** – staffing levels are linked to the school roll which is currently 901.

Jane Edwards (Science Technician) leaves on Monday 24 September for a full-time position at Gracemount and a CDT teacher is still required. Two Janitors are currently off sick but thankfully relief janitors are working well.

c) **Malawi(ST Joseph's)** – Seven pupils and three staff travel to Malawi on 13 September 2012.

d) **Taste of Scotland** – CW thanked SR and team for a fantastic night.

e) **Head Boy/Girl** – Teaching staff and pupils appointed Kyle Kirkland as Head Boy and Katie Evans as Head Girl.

f) **S1 Parents Information Evening** – this went well and a good percentage of parents attended. PC should plan to attend next year.

g) **Sponsored Walk** – This takes place on Thursday 13th September 2012. Most of the permission forms have been returned but some are still outstanding. PC offered to support but not currently needed due to timescale.

Finance Update

This will be carried forward to the meeting on 13 November 2012. There are still ongoing issues with the RBS regarding the signatory form.

Workplan Review and Planning for 2012-13(see worksheet)

- To increase the number of parental email addresses in order to keep parents informed – AM to update list.
- Regular slot in LA's Newsletter Leith Links – RG offered assistance in preparing a short article. CW to contact and introduce to AM.
- Parental engagement - Discussion ensued relating to ensuring that all parents across LA's diverse community have access to information in all forms to help engage parents. It was suggested that the Translation Service be used to translate all forms of communication between school and parents. JMS pointed out that there are in excess of 13 languages spoken in LA and the school does not have direct access to the translation Service.
- CcWP – Currently the Chairs attend the sessions and feedback to the PC but any parent interested in attending is welcome to speak to Diane and Christine. The Consultative Committee with Parents (CcWP) has recommended to parents the Government's Bright Futures website www.edinburgh.gov.uk/brightfutures
- Active Schools Fundraising – Links to Mellissa Berry.
- Breakfast Café – SR has a staff rota organised for running this club and all staff offer support on a voluntary basis. The club opening times are 07:45 – 08:15. A free breakfast is offered to all pupils who attend. PC to support fundraising to support this in the future.
- Rag Bag – this boosted the Breakfast Café funds by £80 and parents and staff are reminded that this is an ongoing collection. There is a collection box in the HE Department. An advert is to be organised for the October edition of Leith Links. SR to contact AM.
- Quality of food served in school. The Pupil Council contacted the Parent Council last year regarding the issues with Direct Catering. This issue will continue to be monitored through links with the Pupil Council but PC also felt that this was important to progress as a group.
- Parental Skills – ongoing. Parents who are willing to assist in school projects and activities should contact AM/CW/DMA to discuss.
- Work Placements – carried forward and to be an agenda item.
- Fundraising – carried forward to next meeting.
- LA PC – website development – sub group to be organised and to meet with Gordon Cookson (Multi Media Technician) and AM. CW and AM to action.

AOCB

- DA/CW/SR to contact Eric Carlin regarding organising an CfE Education for Parents meetings sometime between Christmas and Easter.
- CcWP – meeting on 11 September 2012, DMA will attend. One of the agenda items, Parental Engagement Strategy 2012 – 15 links well with the question DMA will raise re communication with non-English speaking parents.

DA/CW closed the meeting and thanked everyone for attending.

Date of next meetings:

Tuesday 13th November 2012